O/D/OIT Routing Slip

Date _29 Apr_

	Action	Info	Seen
D		✓	✓
DD			✓
DD-M			
DD-O		✓	OK
Nancy			
Rose			
Terry	file		
SA/D&E			
A&TPS			
C/NBPO			
C/IISG			
C/NSG			
C/NSEG			
C/MISG			
C/GOG			
C/ESG			
C/DFG			
C/M&CG			
C/AS			
C/HRP			
C/AEB			

COMMENT:

Action sent to DD/OIT
8 May 87 is suspense date

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OIT Staffing Positions for Communications Security Support

STAT

FROM:		EXTENSION	NO.
D/CO			OC-0271-87
			DATE 24 APR 1987

DIT/TRIS LOGGED

TO: (Officer designation; room number, and building)	DATE RECEIVED	DATE FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. D/OIT 2D00 HQS				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

FORM 610 USE PREVIOUS EDITIONS
1-79

CONFIDENTIAL

OC-0271-87

OIT/TRIS
LOGGED

MEMORANDUM FOR: Director of Information Technology

25X1 FROM:

Director of Communications

SUBJECT: OIT Staffing Positions for Communications
25X1 Security Support

REFERENCE: OC-5176-86, dtd 8 Dec 86, Same Subject

25X1   1. The referenced memoranda from
Chief, Communications Security Division, Office of Communications
(OC), to Deputy Director for Management, Office of Information
Technology (OIT), addressed some serious concerns which affect
the OC's ability to provide experienced officers to staff
25X1 Communications Security (COMSEC) positions in OIT.

    2. In December 1986, we requested that OIT address the
issues of positions and position grade levels outlined in the
reference by May 1987. To date, OC has not received a response.
25X1

    3. As OC will soon be confronting the headroom dilemma at
the GS-13 level it experienced in December and will of necessity
need to factor this into its assignment of officers to fill OIT
requirements, we would appreciate learning your decisions on the
25X1 requests outlined in referenced memorandum.
25X1

Attachment
    Reference

25X1

CONFIDENTIAL

CONFIDENTIAL

OC-5176-86
8 December 1986

MEMORANDUM FOR: Deputy Director for Management, OIT

25X1   FROM:

Chief, Communications Security Division, OC

SUBJECT: OIT Staffing Positions for Communications
25X1   Security Support

    1. This memorandum reviews the positions and personnel dedicated to providing communications security (COMSEC) support to the Office of Information Technology (OIT). It requests certain of those positions be upgraded in order to eliminate the present situation wherein 85% of the COMSEC professionals in OIT are serving in a PRA status. Paragraphs 4 and 5 request your action.

    2. Within OIT there are a total of eight positions which are to be filled by COMSEC professionals from the MCS Career Service Sub-Group. The grades of the positions range from GS-14 to GS-09. According to our most current information they are distributed thusly:

25X1

CONFIDENTIAL

CONFIDENTIAL

SUBJECT: OIT Staffing Positions for Communications Security
           Support (U)

       3.   We view the OIT COMSEC staffs as critical front-line
elements, the substantive and representational levels of which
warrant the assignment of our more experienced and senior staff
members.   As a result of following that assignment philosophy, we
find ourselves in the position of having five of the six MCS
officers in OIT in a PRA situation.   One especially undesirable
consequence of having three GS-13 officers in GS-12 positions is
headroom blocking, which in the most recent promotion cycle,
contributed to leaving the MCS Career Service Sub-Group with zero
headroom for GS-12-to-GS-13 promotions.   The nomination and

25X1   assignment of _____ will only exacerbate this
25X1   particular problem.

25X1

Delay in addressing this issue will, of necessity, lead to
assigning more junior officers to OIT as the more senior MCS
officers complete their OIT tours.   We do not believe that would
serve anyone's best interests and hope that the grade adjustments
can be made quickly; ideally by May 1987, so that we are not
faced with the same headroom limitation for the June promotion

25X1   cycle.

       5.   Finally, we ask that you consider the establishment of
two additional MCS positions within the Engineering Services
Group.   Indications are that the ESG COMSEC workload is

CONFIDENTIAL

CONFIDENTIAL

25X1

SUBJECT: OIT Staffing Positions for Communications Security
          Support

25X1

significantly beyond the capabilities of the present two-person
staff. We understand [   ] is also recommending this
course of action to Chief, ESG. Although we believe that ESG is
focussing on GS-12 as the grade level for the two new positions,
for all of the reasons discussed in the previous paragraphs, we
think they would be more appropriately graded at the GS-13

25X1

level.

25X1

cc: OC-AMD
      OC-FND/CRM

3

CONFIDENTIAL